



STATE OF MICHIGAN
OFFICE OF THE STATE BUDGET
LANSING



JENNIFER M. GRANHOLM
GOVERNOR

ANDREW HENRY
DIRECTOR

DATE: March 8, 2004

TO: ISD Superintendents
LEA Superintendents
PSA Administrators

FROM: Andrew Henry

SUBJECT: Information About Your Data Submissions to CEPI

Thank you for your efforts with compiling and submitting data to the Center for Educational Performance and Information (CEPI) throughout the school year.

For your information:

1. We have added a new "Administrators" section to the CEPI Web site (www.michigan.gov/cepi). We strongly encourage you to bookmark this page, as we intend to post important communications for intermediate and local district and public school academy administrators in the "Administrators" section of our Web site.
2. CEPI is responsible for providing your data to the federal government and to various state agencies such as the Michigan Department of Education, to fulfill state and federal reporting requirements, including reporting required by the *No Child Left Behind Act of 2001*. Therefore, it is extremely important that your data are accurate and submitted in a timely manner. Please regularly visit the "Administrators" section of our Web site for timelines and other information about your district's data submissions to CEPI.
3. I have enclosed information about the state's new method for collecting district financial information. Please forward this information about the Financial Information Database (FID) to your district's business manager (or the person who is responsible for maintaining financial information in your district).
4. I have enclosed a list of your intermediate district, local district or public school academy MEIS Authorized Users. Please carefully review this list and verify your MEIS Authorized Users. Instructions for making changes to MEIS accounts also are enclosed.

I encourage you and your staff members to visit the CEPI Web site (www.michigan.gov/cepi) regularly for updated information about any data submissions due to the state. I hope this information is helpful to you.

Enclosures

Copy: PSA Authorizers (without MEIS Authorized Users list)